

**INSTRUCTIONS**  
**COAL PREPARATION SOURCE DESCRIPTION (APC-2-13)**

This form should be completed for all new permit applications and all renewals where source conditions have changed since the previous application. This form should be used for all coal preparation operations instead of the more general Process or Fuel Burning Description Form (APC-2-02) and the Emission Point Description (APC-2-03).

- Item 1.-** The right-hand portions of the first two lines are intended for Memphis and Shelby County-Air Pollution Control Section (MSCHD-APC) use only. However, if your facility has been assigned these ID numbers, they can be entered in these spaces. Please note that the legal name of your organization is the name registered with the Tennessee Secretary of State and therefore shall match up with the business number provided by that agency.
- Item 2.-** The emission source number should be a simple code which uniquely identifies the equipment covered by the application. It will be used to identify the equipment under consideration and to distinguish it from other, possibly similar, equipment. It should be referenced on all future correspondence concerning the equipment in question. Once assigned, this code should not be changed. If a change is required, the previous code and the new code should be listed in item 14 and the reason for the change explained.
- Item 3.-** Location of the emission point should be entered in either latitude & longitude to the nearest seconds, or UTM coordinates to the nearest .01 kilometer. For example, 495.27 and 3948.61 are UTM horizontal and vertical coordinates respectively.
- Item 4-5.-** Normal/maximum operation should reflect the schedule when any or all of the equipment covered by this application is in operation. Operation at less than normal load should be included in the operating time. Days/year need to be completed only if operation is so limited that it cannot be adequately described by days/weeks and weeks/year.
- Item 6.-** Percent annual throughput should reflect the approximate seasonal nature of the process. If the operation is not seasonal, enter 25% for each.
- Item 7.-** Indicate, by mode of transportation, the approximate yearly tonnage received and shipped.
- Item 8.-** Indicate what operations are conducted at the site. If operations other than those listed are conducted, please specify the operations.
- Item 9.-** List each piece of equipment such as jaw crusher, hammermill, front end loader, rotary dryer, etc. used for each major function. Show all the equipment and storage on a simple flow diagram to be attached. Enter a flow diagram reference number, the design and maximum actual operating rate in tons per hour, along with the annual production rate in tons, and the appropriate installation date of each.
- Item 10.-** Complete the requested information for all material stockpiled.
- Item 11.-** Indicate, by completing the appropriate spaces, the type of dust control for both plant and access roads. Indicate the approximate miles of paved and unpaved roads. If roads are watered, also indicate the approximate frequency of watering. Indicate only the approximate miles of road in each category that are actually traveled. The unpaved category should include total miles of traveled unpaved roads even if they are watered.
- Item 12.-** If thermal drying is conducted, please indicate all fuel used.
- Item 13.-** Particulate emission estimates for each indicated operation should be based on engineering calculations. In certain cases, other estimates may be accepted. Average emissions (lbs/hr) should be representative of the total weight of material emitted to the atmosphere for the entire period of continuous operation or for a typical portion thereof, divided by the number of hours of such period or portion thereof. Maximum emissions (lbs/hr) should be determined by dividing the highest emissions possible, with control equipment working properly, during any 3 hour period, by 3. Emission estimation method and control device descriptions, along with corresponding codes can be found on the back of the permit application form (APC-2-01). The codes which most accurately describe the estimation methods and control equipment used, along with the estimated control equipment efficiency should be entered for each operation. Any estimation methods or control devices other than those listed in the tables should be described in the comments (Item 14).